

CITIZENS' INDEPENDENT TRANSPORTATION TRUST (CITT)

Executive Planning Committee Meeting

Tuesday, October 21, 2003

Stephen P. Clark Center

111 NW 1st Street,

10th Floor, Conference Room

10:00 a.m.

Summary of Minutes

CITT MEMBERS:

John F. Cosgrove, Chairman

Marc Buoniconti, Vice-Chairman

LtCol Antonio Colmenares

Henry Lee Givens

Franklin Kelly

Luis Morse

Theodore Wilde

OTHERS PRESENT:

Peter Evans, Metro Aqua Cats

Frank DelVecchio, Baylink Project Citizen's Advisory Committee

Patrice Rosemond, CITT

Virginia Diaz, CITT

Nestor Toledo, CITT

Pepe Valdes, CITT

Patty David, CITT

Alina Philipp, CITT

Ramona Philips, Philips Consulting Group

Marlene Amaro, CITT

Clinton Forbes, MDT

Roosevelt Bradley, MDT

Jack Furney, CITT

Joanna Santiago, CITT

ROLL CALL

With a quorum being present, Mr. Cosgrove, Chairman, called the Executive Planning Committee Meeting to order at 10:05 a.m.

NEW BUSINESS

Mr. Cosgrove stated that the purpose of the meeting is to get a better direction as to what process needs to be in place in order for the Trust to accomplish its goals and objectives at the committee meetings and the full CITT meetings. Mr. Cosgrove emphasized the importance for having CITT representation where CITT members have been invited. For example, Mr. Buoniconti's suggested to hold a press conference to distribute checks to the various municipalities. The CITT members in those particular districts should be present.

Mr. Cosgrove asked which member could represent the CITT at the North Corridor meetings. LtCol Colmenares and Mr. Wilde responded that they have and would attend. Mr. Buoniconti also mentioned that the MPO meeting is scheduled for October 23, 2003.

Mr. Cosgrove asked Virginia Diaz, CITT to inform the members on the Transportation Summit. Ms. Diaz announced that a Press Conference is scheduled for the "1st Anniversary of the People's Transportation Plan" on November 5, 2003 at 11:00 a.m. in the Stephen P. Clark Center the exact location in the Center is still pending. Once all final decisions have been made the Trust members will be notified. In addition, a Transportation Summit is scheduled for Saturday, November 8, 2003 at the Hyatt Regency Hotel from 8:00 a.m. – 11:00 a.m. Over 400 organizations throughout Miami-Dade County will be invited. Registration begins at 8:00 a.m. with a continental breakfast in the lobby of the Hyatt Regency's Ashe Auditorium. Three workshops will follow the general assembly conducted; one in Spanish, English and Creole. They will be responsible for documenting all the comments and questions that are asked by the public.

Mr. Cosgrove asked what role would the CITT members have? Ms. Diaz responded that she would like the members to participate in the panel and be the leaders during the breakout sessions. Ms. Patrice Rosemond, CITT will be organizing the panel sessions and she will meet with each member individually.

Mr. Givens said he hopes that the organizations in Florida City, Homestead and Cutler Ridge are made aware of the Summit and that transportation be made available. Mr. Cosgrove asked Ms. Rosemond to meet with Mr. Givens to get any further suggestions.

The members had a variety of questions and concerns' pertaining to what is expected from the CITT; what is expected to be accomplished at the Summit;

what information is going to be disseminating to the public as it relates to the PTP, and what is going to be done with the public's opinion?

Mr. Cosgrove stated to his understanding the Summit is to provide the public with an overview of the People's Transportation Plan (PTP). What was promised and what has been accomplished. As well as, giving the public an opportunity to comment.

Ms. Diaz stated that the public needs to be made aware that the PTP is a living document and adjustments may be made as the needs of the community change.

LtCol Colmenares suggested illustrating what is included in the PTP, what has been completed, what is in progress, how much money has been spent, and how much money has been given to the municipalities.

Mr. Cosgrove stated that adjustments to the PTP are going to be needed and the Trust needs to provide the Director of MDT and his staff managerial flexibility to make the necessary changes to bus routes and schedules that are no longer needed. Mr. Bradley will then need to provide the CITT within 30 days with a formal approval process. He has spoken to Mr. Bradley to make the request for consideration at the next full CITT meeting

Mr. Cosgrove suggested to Ms. Diaz and Ms. Rosemond to evaluate the comments and concerns given by the members and to focus on the overall objectives. Perhaps holding a Trust Planning Session before November 8, 2003 to review the talking points. As well as contacting each member individually to review what is going to be discussed during the sessions

Mr. Buoniconti also stated that the same concerns discussed apply t the day of the Press Conference, November 5, 2003.

Mr. Roosevelt mentioned that at the previous Summits held public transportation was provided and was very well attended. He noted that it is important for the public to be made aware of what has been accomplished since November 5, 2002 to date.

Dr. Bonzon indicated that he would meet with the Mayor and make him aware of the concerns raised regarding the Summit.

CITT SECRETARIAT STAFFING

Mr. Cosgrove said he has spoken to the County Manager regarding the Secretariat staffing. He has requested a meeting but a date has not been set. It has been suggested by some members to have a national search for the Executive Director. The CITT needs someone who can meet the objectives as

quickly as possible. If this issue does not get resolved, he will appoint a CITT committee to start an interview process for the Executive Director. He understands the Manager is busy but an Executive Director needs to be hired in order to facilitate the CITT to meet its objectives and responsibilities.

It has been a month since the CITT approved the Resolution requesting the County Manager seek BCC approval to advertise for the procurement of Financial Consulting Services from a firm independent from any current contract with Miami-Dade and to designate CITT representation as part of the selection committee. The Manager has not made a decision.

The CITT needs an independent budget. The Trust has been clear that they need an independent staffing budget. A budget that allows the CITT to make purchases when necessary without making a request to the Manager each time. The budget should include for travel, parking, food, per diem. If a member represents the CITT at a meeting or event any expense incurred should be paid by the CITT budget. The decisions that are made by the CITT today will affect the CITT conducts business in the future.

Mr. Morse suggested presenting the Manager with a line-item budget that entails what is needed from the CITT.

Mr. Wilde responded that Jack Furney has begun working on the line-item budget and will be discussed at the next Budget and Finance Committee meeting. He has reviewed the budget for the Homeless Trust, Safe Neighborhood Parks, and MPO.

Dr. Bonzon mentioned that the County Manager will announce the Executive Director for the CITT next week. Mr. Buoniconti asked who approved the appointment? The Ordinance does not specify that the staff of the CITT needs to be county employees. Mr. Libhaber clarified that according to the Ordinance the County Manager provides the CITT with staff whether they are county employees or contracted out. It is the discretion of the County Manager. Mr. Buoniconti stated it could be perceived as a conflict of interest since the Executive Director reports directly to the County Manager. Dr. Bonzon stated that if person selected does not perform to the satisfaction of the members the Manager would make the necessary changes. Mr. Cosgrove said in the future the CITT needs to be able to interview potential applicants for the Executive Director.

Dr. Bonzon stated that the surtax funds should be in a separate fund. This will provide the CITT with full oversight as to how the surtax monies are being utilized.

BYLAW COMPLETION

Mr. Cosgrove asked LtCol Colmenares to update the members on the status of the Bylaws. LtCol Colmenares informed the members that the Bylaws are 60% completed. Some of the issues raised at the meeting today will be included in the Bylaws. He suggested that the Bylaws should include as much as possible. The Bylaws Workshop is scheduled at 1:00 pm following the EPC.

CONTRACT PROCEDURES

Mr. Cosgrove stated that a process needs to be developed for approving contracts that come before the CITT. LtCol Colmenares mentioned the issue was raised at the last Project Review Committee meeting. Does not understand why the CITT needs to review a contract that has been approved by the BCC. He suggested that before a contract is presented to the BCC it should be reviewed by the CITT, especially if surtax monies are going to be used. The CITT will then have the opportunity to make a recommendation before it has been approved.

Mr. Cosgrove explained the County process for the selection of contracts. He stated that the Manager selects who serves on the selection committee. Those individuals do not have to be county employees. However, that is the discretion of the Manager. Once the selection committee reviews the contracts the finalist are given to the Manager. The Manager then makes his recommendation to the Board of County Commissioners (BCC) for approval. That contract then is forwarded to the CITT for approval, if the CITT rejects the contract it goes back to the BCC. The BCC can override by a 2/3-majority vote.

The Trust has requested to the Manager that the CITT receive the contract at the same time it is being reviewed at the BCC Transportation Committee. The only contracts that the CITT approves are contracts that are going to be utilizing surtax monies.

Mr. Givens expressed his concern of setting policy for the BCC. The role of the Trust is to oversee the use of the surtax funds; therefore, a Trust can reject a contract and by doing so has given the BCC the position of the Trust.

Mr. Cosgrove said he would like to proceed with the request to the Manager and the Chair of the BCC. The Manager will inform the Trust if the BCC has any concerns or objections.

Mr. Buoniconti mentioned that he and Mr. Wilde put together a list of questions that need to be addressed and answered when the contract is given to the Trust for review and approval.

Mr. Cosgrove responded that he has reviewed both lists and asked staff to draft a checklist for each committee to review. Mr. Wilde stressed the importance for the Trust to focus on the responsibility of "oversight".

MAJOR PROJECTS REVIEW PROCEDURES

Mr. Cosgrove noted that the major projects also need to have a procedure as well. Have the projects gone before the MPO, what is the requested funding, and is it part of the PTP.

CLOSING REMARKS

Mr. Cosgrove stated that "Citizens Comments" were not added to the agenda because they are more appropriate at committee meetings. However, if anyone from the public would like to make a comment can do so. All CITT meetings are public and the public is welcome to attend.

Frank Del Vecchio, member of the Citizens' Advisory Committee asked if there is a central location for correspondence files on proposed federally assisted transit project? Mr. Cosgrove responded that he had given his question to Dr. Bonzon who responded that all requests should be addressed to Jose Mesa, MPO Secretariat. All CITT public records are also available upon request.

Mr. Cosgrove asked Roosevelt Bradley to make a comment. Mr. Bradley announced that the unveiling of the new bus shelters is taking place tomorrow. Three thousand bus shelters will be placed throughout unincorporated Miami-Dade County. Mr. Wilde asked if other municipalities could piggyback on Miami-Dade County's Contract? Mr. Bradley responded yes.

Mr. Cosgrove proposed "Citizens Advisory Council" to the CITT. The concept is accommodating individuals who are interested in serving on the CITT once a vacancy is available. To add them to an "Ad Hoc Citizen's Group" mailing list. The object is to try to involve them in to the process where appropriate.

The members decided to hold the EPC meetings after all the committee meetings meet and before the full CITT meeting.

ADJOURNMENT

There being no further business the meeting adjourned at 12:10 p.m.